

## MINUTES

### STILLWATER COUNTY LIBRARY BOARD OF TRUSTEES

Tuesday, September 14, 2021, 1:00 p.m.

Stillwater County Library  
27 North 4<sup>th</sup> Street, Columbus, MT 59019

Welcome to Public and Public Comment: Public comments on matters within the Stillwater County Library Board of Trustees Jurisdiction pursuant to §2-3-103 MCA—Public comments will be accepted on any public matter that is not scheduled on the agenda. No action will be taken at this time. The meeting was called to order at 1:00 p.m.

Members Present: Linda Halstead-Acharya, Chair; Angie Osborne; Co-Chair; Kathleen Ralph, Lynda Grande, and Joan Brownell were present from the Board. Jennifer Reed, Secretary was present.

1. Approval of Minutes – August 17, 2021 – Kathleen moved to approve the minutes as written. Angie seconded. Motion passed.
2. Communications – A thank you note for using library services (tables) was received from Shirlee Keffer.
3. Financial reports
4. Library Director's Report
  - a. Kathleen moved to approve the budget for the Humanities Montana SHARP Grant. Angie seconded. Motion passed.
  - b. Kathleen moved to use Depreciation Fund money to pay for hotspots and the director's office. Lynda seconded. Motion passed.
5. Unfinished Business:
  - a. Hiring Update
    - i. Potential Board Vote on New Library Clerk(s)
      1. Discussion was held regarding applicants and those to be interviewed.
  - b. Foundation – Update on potential Foundation members
    - i. A committee (Joan, Kathleen, Jennifer) was appointed to begin work on Foundation bylaws. Each Trustee will ask one more potential Foundation candidate.
  - c. Building staff offices – The director's office will be built immediately, but the program coordinators office will be put on hold.
6. New and Miscellaneous business:
  - a. Federation – What is it and why do we attend meetings?
    - i. Kathleen reported on the Federation meeting held September 11<sup>th</sup>. The next meeting is scheduled for a Thursday evening in March.

7. Announcements - None
8. Adjournment - Linda moved to adjourn the meeting at 2:31. Angie seconded. Motion passed.

Next Meeting: Tuesday, October 12, 2021, 1:00 PM

#### To-Do

- Jen to talk to Jessie regarding Foundation involvement.
- Lynda to follow up with Valier library.
- Jen to ask Andrew to find virtual options for Book Heros
- Jen to contact MSL about obtaining more hotspots
- Jen to contact Mark regarding the leaking urinal and provide plumber quotes if Mark does not have a plan